



Terms and Conditions of Service: Event Planning

The following Terms and Conditions govern the contractual relationship between CIC Arte y Publicidad SAC / through its lines: C&C DMC Planner, Tito Concha, and Veronica Cárdenas Wedding and Event Planner (hereinafter, "The Organizer") and the user or entity contracting its services (hereinafter, "The Client").

1. Purpose and Scope of Service

The Organizer undertakes the planning, design, and/or coordination of events (Weddings, MICE, Corporate) as detailed in the accepted commercial proposal. Services are limited to what is stipulated in writing; any additional requests will generate a supplementary quote.

2. Rates and Exchange Rate Policy

- Reference Currency: Quotes may be expressed in US Dollars (US\$) or Peruvian Soles (S/).
- Currency Conversion: For payments made in Soles for quotes in US Dollars, the SBS Selling Exchange Rate (or the rate agreed upon in the invoice) on the day of the transaction will apply.
- Currency Fluctuations: If, between the signing of the contract and the final payment, there is a devaluation of the local currency exceeding 3%, the Organizer reserves the right to adjust the outstanding balance to cover the costs of suppliers originally quoted in foreign currency.
- Commissions: The Client will cover any bank commissions for interbank or international transfers, ensuring that the Organizer receives the agreed-upon net amount.

3. Payment Terms

- Reservation: Initial payments are required to secure the date and begin the process. This amount constitutes a deposit and is non-refundable in case of cancellation by the Client.
- Payment Schedule: The remaining balance must be paid in full before the agreed-upon dates prior to the event.



4. Cancellations and Rescheduling

- Cancellation by the Client:
 - More than 60 days in advance: The reservation deposit is forfeited.
 - Between 30 and 15 days in advance: The Client must pay 70% of the Organizer's fees.
 - Cancellation by the Client: • Less than 15 days: The Client must pay 100% of the fees.
- Rescheduling: Subject to availability and possible cost adjustments by third-party suppliers.
- Force Majeure: In the event of unforeseen circumstances (natural disasters, health or political crises), both parties will agree on a new date without penalty, although the Client must cover any expenses already incurred and not recoverable.

5. Responsibilities and Suppliers

The Organizer acts as an intermediary and manager. It is not responsible for the non-compliance, delay, or negligence of contracted external suppliers (venues, catering, technical services), although it will ensure the proper execution of its contracts. The Client is responsible for direct payments to suppliers if so stipulated.

6. Use of Image and Intellectual Property

• Portfolio: The Client authorizes the Organizer to capture audiovisual material of the event for use in its portfolio, website, and social media (including Event Planner Radio), respecting the dignity of the attendees.

* Intellectual Property: The creative proposals, layout plans, and schedules are the intellectual property of the Organizer and may not be assigned to third parties without authorization.

7. Jurisdiction

Any dispute will be resolved under the laws of the Republic of Peru, and the parties submit to the jurisdiction of the courts of the city of Arequipa.